

# LYMINGE DRAMATIC SOCIETY

## CONSTITUTION

### 1. Name

The name of the organisation shall be Lyminge Dramatic Society and it shall operate as a members' club.

### 2. Objects

The objects of the Society shall be:

- a] to promote, organise and produce plays and other dramatic works;
- b] to seek to develop amongst its members a critical appreciation of dramatic art;
- c] to encourage social life within the society;
- d] to encourage young people to take an interest in dramatic arts and if it is felt beneficial from time to time to run a youth section.

### 3. Membership

- a] membership is open to any person over the age of 16;
- b] to be considered a member of the society that persons name and contact details shall be registered with the appropriate Officer of the Society, and the full annual subscription, as agreed at the AGM, shall have been paid to the Hon Treasurer;
- c] Subscriptions are due on 1 January each year. Membership of the Society shall be forfeited if the full subscription has not been paid by 1 March;
- d] new members seeking to join during a year shall pay the full subscription to the Hon Treasurer within 28 days of registration;
- e] any issues regarding the eligibility or suitability of an individual to become a member shall be considered by the Committee;
- f] it will be open to the Committee to suspend or expel any member whose actions are prejudicial to the interests or reputation of the Society.

### 4. Annual General Meeting

The Annual General Meeting shall be held each year on a date before the end of June. At this meeting the Officers and Committee for the following year will be elected and an auditor appointed.

Resolutions to amend the constitution and any other items to be included on the agenda must be sent to the Chairman at least 14 days before the meeting.

At least 14 days' notice of the date of the AGM must be given and matters to be discussed should be notified to all members.

## 5. Special General Meeting

A Special General Meeting shall be convened by the Chairman within 14 days of receiving a request for that meeting from the Committee or a minimum of 12 members of the Society. The matter to be discussed shall be specified on a Notice of the meeting to be circulated to all members at least 7 days before the meeting is held.

## 6. Officers and Committee

The Officers of the Society, all of whom shall be honorary, shall be elected at each AGM and shall normally comprise:

Chairman  
Vice Chairman  
Secretary  
Treasurer

The AGM will also appoint an Honorary Auditor.

The Committee of the Society shall comprise the elected Officers and up to seven members who shall also be elected at the AGM.

The Committee may decide to co-opt up to two members each year.

Four members of the Committee shall constitute a quorum.

The Committee shall be responsible for the day to day management of the Society and shall take such decisions as are necessary to ensure that the Society remains financially viable, that the Constitution is adhered to, and that the reputation of the Society is not prejudiced in any way.

## 7. Productions

Inter alia the Committee shall be responsible for agreeing the productions to be staged by the Society and will appoint the Director, who shall then be responsible for the artistic content of the production.

The Committee will agree dates and times of each production, charges to be levied, and publicity. The Committee will set a budget for each production.

## 8 Finance

The Hon Treasurer shall be responsible for administering the accounts of the Society on behalf of the Committee and Members.

A Statement of the Society's finances shall be prepared by the Treasurer as at 31 December each year and this shall be verified by the auditor prior to presentation to the AGM for approval.

The Treasurer shall be responsible for advising the Society on matters of financial and administrative probity.

## 8. Property

Any land and buildings of which the Society has beneficial enjoyment shall be formally owned on behalf of the Society by two Trustees appointed by the Committee.

Those appointments shall be formally recorded in the Committee minutes. In the event of a Trustee deciding to retire from that position or being unable to continue by reason of illness or death, the remaining Trustee shall assume sole responsibility until such time as the Committee formally appoints a new Trustee.

Each Trustee shall formally acknowledge that their ownership is on behalf of the Society.

In the event of the Society deciding, by Committee vote, to dispose of land and buildings held by the Trustees, the proceeds shall be vested in the Society.

In the event of the Society ceasing to exist for whatever reason, the Trustees will be responsible for disposing of any land and buildings at the best price and the proceeds, together with the proceeds from the sale of any other property held by the Society, and the balance of funds held by the Society shall be distributed equally amongst those members of the Society who comply, at the time of the decision to close the Society, with the rules of membership as set out in this constitution and who have similarly complied with the rules of membership for the preceding three membership years.

## 9. President

The Society may, should it so wish and on the recommendation of the Committee, elect at an AGM a President, in order to honour an individual who has contributed to the Society in a meritorious way over a period of time.

The position of President shall be honorary and will attract no formal benefits other than those that might be recommended on an individual basis by the Committee.

The President shall have no formal role or function in the Society.

It shall not be obligatory for the post of President to be filled at all times.

## 10. Youth group

The Society may, should the Committee so decide, run a group for young people below the age of 16 from Lyminge and the surrounding area. The Youth group shall fall under the formal auspices of Lyminge Dramatic Society

in terms of administration and finance. The Group should set a subscription rate at a level which ensures that the group is not running at a deficit within the Society's funds.